

**HILLTOP POINT
COMMUNITY DEVELOPMENT DISTRICT**

September 23, 2022, Minutes of the Regular Meeting

MINUTES OF THE REGULAR MEETING

The Regular Meeting of the Board of Supervisors for the Hilltop Point Community Development District was held on **Friday, September 23, 2022, at 10:15 a.m.** at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O'Lakes, FL 34638.

1. CALL TO ORDER

Bryan Radcliff called the Regular Meeting of the Board of Supervisors of the Hilltop Point Community Development District to order on **Friday, September 23, 2022, at 10:26 a.m.**

Board Members Present and Constituting a Quorum:

Betty Valenti	Chair
Keith Malcuit	Vice-Chair
Lee Thompson	Supervisor
John Blakley	Supervisor
Melissa Wood	Supervisor <i>(Elected during the meeting)</i>

Staff Members Present:

Bryan Radcliff District Manager, Inframark

There were no members of the general public present.

Appointment

The Board Appointed Melissa Wood as a supervisor for Hilltop Point CDD. Ms. Wood declined compensation.

MOTION TO:	Appoint Melissa Wood as a Board of Supervisor for Hilltop Point CDD.
MADE BY:	Supervisor Valenti
SECONDED BY:	Supervisor Thompson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

2. AUDIENCE QUESTIONS OR COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Manager**
- C. District Engineer**

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48 There were no staff reports at this time.

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50 **4. BUSINESS ITEMS**

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52 **A. Consideration of Bid for Amenity Center Construction – Windward Homes**

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54 The Board reviewed the Bid from Windward Homes for construction of the Amenity Center at
55 Hilltop Point. The Board requested the following items be included in the final agreement:

56
57 - The Board requested that a requirement be listed in the agreement requiring Windward Homes
58 to provide a list of subcontractors used and all warranty information to the Board upon
59 completion of the project.

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61 - The Board requested that this list of subcontractors and warranty information be provided in
62 electronic and hard copy format.

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64 MOTION TO: Approved the Bid from Windward Homes for
65 construction of the Amenity Center.
66 MADE BY: Supervisor Valenti
67 SECONDED BY: Supervisor Blakley
68 DISCUSSION: None further
69 RESULT: Called to Vote: Motion PASSED
70 5/0 - Motion Passed Unanimously

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72 **B. Consideration of Landscape Clean Up Proposal**

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74 The Board reviewed and discussed the landscape clean up proposal.

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76 MOTION TO: Approved the proposal from Yellowstone to do a
77 one-time cleanup of the property to be paid for by the
78 developer.
79 MADE BY: Supervisor Blakley
80 SECONDED BY: Supervisor Thompson
81 DISCUSSION: None further
82 RESULT: Called to Vote: Motion PASSED
83 5/0 - Motion Passed Unanimously

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85 **C. Consideration of an Agreement for Landscape Maintenance Services**

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87 The Board reviewed and discussed the service agreement.

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89 MOTION TO: Approved the agreement for landscape services with
90 Yellowstone.
91 MADE BY: Supervisor Blakley
92 SECONDED BY: Supervisor Valenti
93 DISCUSSION: None further
94 RESULT: Called to Vote: Motion PASSED
95 5/0 - Motion Passed Unanimously

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97 **D. General Matters of the District**
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99 There were no general matters of the District at this time.
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101 **5. CONSENT AGENDA ITEM**
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103 **A. Consideration of Board of Supervisors Public Hearing and Regular Meeting**
104 **Minutes August 26, 2022.**

105 **B. Consideration of Operations and Maintenance Expenditures August 2022**

106 **C. Review of Financial Statements for Month Ending August 30, 2022**
107

108 The Board reviewed and approved the Consent Agenda items.
109

110 MOTION TO: Approve the Consent Agenda Item A-C.
111 MADE BY: Supervisor Valenti
112 SECONDED BY: Supervisor Malcuit
113 DISCUSSION: None further
114 RESULT: Called to Vote: Motion PASSED
115 5/0 - Motion Passed Unanimously

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118 **6. BOARD MEMBERS' COMMENTS**
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120 The Board requested proposals for Field Services for the District.
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123 **7. PUBLIC COMMENTS**
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125 There were no public comments.
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8. ADJOURNMENT

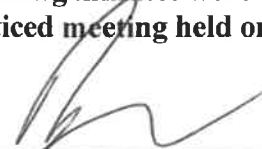
MOTION TO:	Adjourn at 10:14 A.M.
MADE BY:	Supervisor Thompson
SECONDED BY:	Supervisor Malcuit
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

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 145 **Please note the entire meeting is available on disc.*

146
 147 **These minutes were done in summary format.*

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 149 **Each person who decides to appeal any decision made by the Board with respect to any matter*
 150 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
 151 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
 152 *based.*

153
 154 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
 155 noticed meeting held on 10-21-22.

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 157
 158 

Signature

159
 160
 161 BRYAN RADLIFF

162 Printed Name

163
 164

Title:
 Secretary
 Assistant Secretary

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175 Hilltop Point Community Development District

176 **SEAL**
 177 Established January 11, 2022
 178 Pasco County, Florida

Official District Seal



Signature

160
 161 BETTY VALENTI

162 Printed Name

163
 164 **Title:**

Chairman
 Vice Chairman

Recorded by Records Administrator



Signature

10-21-22

Date